



Kings Worthy Parish Council

Minutes of the Parish Council meeting held on Monday, 27 March 2023 at 19:30 held in Kings Worthy Community Centre, Fraser Road

Attendees

Councillors Julia Archer, Signe Biddle, Colin Cossburn, Emily Fish, Dorry Lawlor, Ian Gordon, Matthew Miller-Hall (Chairman), Charlotte Smith, Tom Stannard & Steve Waters.

Clerk(s)

Parish Clerk (Christopher Read)

Apologies

Cllr Mandy Hallisey (the council resolved to approve Cllr Hallisey' s reason for absence)

County & City Councillor(s)

Cllr Steve Cramoysan (Winchester City Council [WCC])

Members of the public

1

PC/23/045 – Public Question Time [Please note that this is the only time that the public are able to speak and is limited to 5 minutes per subject

A member public asked for an update on the meeting to discuss the Lovedon Fields s106 agreement.

PC/23/046 – Impact of COVID-19 - meeting recommendations

It was agreed to keep the current recommendations.

PC/23/047 – Co-option to fill Councillor vacancy

The Clerk had not received any application before the deadline.

It was agreed to re-advertise the vacancy for co-option at the next meeting and continue to do so until the vacancy is filled.

PC/23/048 – Appointment of Councillors onto committees

None.

PC/23/049 – To receive written reports from City & County Councillors and Parish Councillors following external meetings

A copy of the City Council report had been circulated to Councillors before the meeting (see attached).

Cllr Cramoysan highlighted that the Ecogen liaison committee is being organised but he is unsure who by. He also highlighted the HCC school bus issue.

Cllr Smith asked for an update WCC's Springvale estate improvement plans. Cllr Cramoysan stated that the WCC Councillors will be having a walkabout with the cabinet member. This walkabout will include parking on the verges, although this not part of the estate plane.

PC/23/050 – S106 agreement for the land at Lovedon Fields – including costings for maintenance from Winchester City Council

Cllr Miller-Hall & Smith had attended an improve meeting with Cllr Porter to discuss the transfer of land, including potential assistance and assurances the Parish Council would need from WCC. Given the potential imminent disposal of the land and lack of suitable information from WCC, it was agreed for the Clerk to obtain some estimated costs for the maintenance and finishing of the allotment on the site.

Action – Obtains costs as above.

Action – Request an delay in the disposal of the land from the liquidators until 30th April 2023 to enable the Parish Council to make a final decision on the land.

(One member of the public left at this point)

PC/23/051 – To agree and sign the Minutes of the Meeting held on 27 February 2023

The minutes of the previous meeting were agreed as a true record of the meeting with the following amendments:

PC/23/033 – remove “is”.

PC/23/034 – “have” changed to “gave”.

PC/23/035 – “have” change to “gave”.

PC/23/039 – add “in”.

PC/23/042 – change “trance” to “entrance” & “adjust” to “adjustment”.

The minutes were agreed and signed as a true record of the meeting by the Chair.

PC/23/052 – Matters arising from the meeting held on 27 February 2023

None.

PC/23/053 – To receive the minutes of the committees:

- Recreation and Amenities (R&A) Committee – 09 March 2023 – A copy of the minutes had been circulated to Councillors before the meeting. Cllr Fish noted that due a lack of available members, the April meeting will be on 3rd April.
- Finance, Administration & Remuneration (FAR) Committee – 15 March 2023 – A copy of the minutes had been circulated to Councillors before the meeting.
 - Grant to Kings Worthy Parents, Teachers and Friends Association (PTFA) – It was agreed to ratify the decision to grant the Kings Worthy PTFA £1,000.00 towards to the cost of a replacement bird hide.

- Clerk's holiday – It was agreed to allow the Clerk to take over 12 days of non-statutory leave to the new leave year.
- Planning & Highways (P&H) Committee – 21 March 2023 – A copy of the minutes had been circulated to Councillors before the meeting. No questions or queries were raised.

PC/23/054 – Eversley Park play area renewal tender – update including slide positioning and location of storage compound

It was agreed to ratify the decision to accept the orientation of the slide as per the installer's recommendation, and original submitted plans. The clerk noted that the location of the storage compound had been agreed with the Worthies Sports & Social Club.

Cllr Miller-Hall had contact the headteacher and assistant headteacher regarding the potential naming suggestion.

Action – Cllr Miller-Hall to chase primary school.

PC/23/055 – Benches at Eversley park- ratify the decision to install 2x picnic benches and 1x coronation bench

Coronation bench – It was agreed to ratify the cost of the coronation bench from Glasdon at a cost of £1,436.09.

It was also agreed to accept a quotation from M.R.S. Services at a total cost of £486.62 for the removal of an old base, installation of a new base and fitment of the bench. This is subject to the work being completed by 4th May at the latest. This bench will be installed by the cricket nets at Eversley Park.

Picnic benches in Eversley Park play area – It was agreed to ratify the cost for the purchase of 2x wheelchair accessible picnic benches from Glasdon at a total cost of £2,005.58. It was also agreed to ratify the quotation from AVA recreation for the installation of two concrete bases (including bench installation) at a cost of £2,233.71.

The total cost of this project (£4,239.29) will be met from the Council's CIL funding.

PC/23/056 – Recruitment of Deputy Clerk – update

Two interviews have already taken place. One applicant had not responded to any correspondence or interview offers and has been discounted from further interviews.

Cllr Miller-Hall noted that an additional extraordinary meeting may be required in April.

PC/23/057 – To receive the statement of accounts and management reports for period ended 28 February 2023

The Clerk have a presentation of the accounts for the month ending 28 February 2023.

PC/23/058 – To review the draft forecast outturn (2022/23) & draft budget (2023/24)

The Clerk have a presentation of the forecast outturn (2022/23) & draft budget (2023/24). He noted that minor changes had been made and it was unanimously agreed to approve them.

PC/23/059 – Review and approve the Standing Orders & Financial Regulations

A copy of both the revised standing order & financial regulations had been distributed to Councillors before the meeting.

Standing Orders – It was agreed to adopt the standing orders subject to the following amendments:

- (Various) Where any reference to he/his & she/her are used, they/their will be inserted.
- 13.3 – insertion of “and another member of any other committee not represented by the above”.

Financial Regulations – It was agreed to adopt the distributed Financial Regulations with no further changes.

PC/23/060 – Review of committee terms of reference – agreement to review these at the Annual General Meeting is in line with guidance from the National Association of Local Councils

It noted that the committee terms of reference were overdue a review as per our standing orders. It was agreed to review & agree the committee terms of reference at the Annual General Meeting.

PC/23/061 – Review and approve the Privacy, Data Protection and Document & Data Retention policies

A copy of the revised policies had been distributed to Councillors before the meeting.

Document & Data protection policy – It was agreed to add the Insurance claim information (including accident records) with a minimum retention period of 7-years.

Action – Confirm with our insurers’ how long they require this information to be kept for.

Data Protection policy – It was agreed to adopt the previous distributed policy.

However, it was agreed to clarify the need for the Data Protection Officer (DPO) and whether that should be the Clerk or could be an external body.

Action – Confirm DPO requirement for Parish Councils.

Privacy policy – It was agreed to adopt the distributed Financial Regulations with no further changes.

PC/23/062 – Review and approve the Risk Register & Investment Policy

A copy of the revised risk management register and investment policy had been distributed to Councillors before the meeting. It was agreed to adopt both documents without any changes.

PC/23/063 – Review and approve the Investment & Reserves policy

The Clerk noted this item had been included on the agenda twice in error.

PC/23/064 – Tubbs Hall play area including insurance update & CCTV

The Clerk noted that clean-up works had been delayed due to a lack of good weather but this work will be carried out as soon as possible.

PC/23/065 – Ratify response (if any) to Winchester City Council listening better questionnaire

The Clerk had drafted a response with Councillors comments and submitted due to the deadline given. It was agreed to ratify this response.

PC/23/066 – Pathways at Lovedon Lane burial ground

Cllr Fish noted that R&A committee are currently looking at options for the paths at the Burial Ground.

PC/23/067 – Communications [incl. Website / Facebook / Newsletter Monthly Comms. Etc.]

Cllr Smith noted that the comms update was about to go out.

PC/23/068 – Parish Council shed - update

No update.

PC/23/069 – Opening of the office to the public – including times

After discussion, it was agreed to re-open the office to the public between 13:00 – 15:00 (Monday to – Friday).

PC/23/070 – Clerk’s Notices

Grant to Worthys Youth Football Club (WYFC) – Following a request from the WYFC, it was agreed to grant £200.00 towards to the cost of running a charity fundraising event (including raffle prizes) on the 1st April.

PC/23/071 – Chairman’s Notices

None.

PC/23/072 – Items for discussion at the next Meeting on 24 April 2023

None.

Meeting Closed at 21:22.

Signed:

Date:

Report from WCC Councillors – Kings Worthy Parish Council 24.03.23

HCC Agrees to provide Henry Beaufort School Buses until at least 2025

On the 14th March, Jackie Porter met with the School Transport Manager, the School Travel Plan officer and an officer from the Strategic Transport team to talk through the parents' concerns and talked about how the County Council could address them. This is an extract from a longer email sent to parents who have contacted us directly:

We are able to confirm the following:-

- **There will be no change to the current bus arrangements before at least 2025.**
- The work that HCC's Active Travel team are doing to improve the route on Worthy Road is also extremely unlikely to be in place by 2025. If the funding bid to Government is successful, there will be more consultation on this for Worthys residents and we will alert parents to it. There will be good notice of any changes.
- We as your local city and county councillors will continue to put your points of view to the County Council. The County Council has agreed that only when there is a safe route to school established, would proposals to change arrangements be considered and communicated to parents.
- We want to support local families and we are insisting that discussion must continue with the HCC school transport team and Henry Beaufort school so that parents are fully informed and involved in any changes that are proposed at that stage. Jackie is seeking assurance of this in writing.
- Children eligible for Free School Meals will continue to be provided with free transport if they live in The Worthys, and children with mobility and other special needs are invited to apply for free travel passes too (in line with the 1944 act).

We hope this reassures you that we are doing everything we can to support parents of children attending Henry Beaufort. We will continue to do so.

HAB site – S106 legal agreement.

WCC councillors are pressing WCC legal to put forward a specific proposal for KWPC to consider. If agreement cannot be reached between all the parties, the open space area may be lost to the Crown estate with as yet unknown consequences.

Major Developments and regeneration.

Central Winchester Regeneration

The Development partner for Central Winchester Regeneration was announced on Tuesday 21st March. Jigsaw Consortium, trading as *Partnership & Places*, is a partnership between Genr8 Kajima Regeneration Limited (**Kajima Europe** and **Genr8 Developments LLP** Developments) and **PfP igloo** (PfP Capital and igloo Regeneration). The consortium is made up of some of the best design, architecture, engineering and archaeology talent in the UK, and will draw in additional local expertise as the project develops. Details can be found here: [Central Winchester Regeneration Partner announcement](#)

Collectively, the partnership has the vision, expertise, track record, and financial means to work in partnership with us to deliver the benefits of the CWR project to Winchester and the district. You can sign up for email updates about the project [on our website](#)

New GP Surgery – St Clements

The symbolic "Silver spade" marks the start of works on the new GP surgery to be located on the site of the former Middle Brook St car park in Winchester. This will become the new home for St Clements Surgery. Work is continuing on both the Depot Site at Bar End Road and the Station Approach area. We will update on these other projects when further information is available.

Phosphates and Planning Applications

Nothing new to report.

Improved and Extended Shared Walking and Cycling path along London Road/Worthy Lane

A recent announcement of a £200m cut in the central government budget for encouraging walking and cycling has made the likelihood of these hoped for improvements locally less likely, but we continue to press for the necessary budgets to be made available, and will hope to see general public support for most of the proposals in due course. In any event, this project will be 'oven-ready' for whenever funding is made available.

Kings Barton Andover Road

The full details of the County Decision day on 9th March are accessible through this link: [HCC Andover Road Corridor Decision Day](#)

In short the decision made by HCC was to stick with the plan as supported by the Planning Consent given to Cala.

HCC confirmed that it does not have the power to over turn the decision

Cart & Horses Junction

Within the same HCC decision day paper the County highways team present their thoughts on how this notoriously dangerous junction may be improved. Here are some key extracts:

“National Highways Junction 9 and Cart and Horses Junction

33. The Cart and Horses junction in Kings Worthy is a staggered priority junction located on the A33 where it intersects the B3047. In light of the proposed highway changes by National Highways at M3 Junction 9, and a strong local desire to see the junction redesigned to better accommodate vehicular movements the County Council will develop proposals to improve the junction.

34. At the Cart & Horses junction initial optioneering design work has been undertaken to examine different junction options in light of the National Highways proposed changes to the A30 as part of the M3 Junction 9 project. The design options are for either a signalised junction, or two compact roundabouts. No funding has been identified to deliver a scheme, so the County Council will work with National Highways to develop a delivery and funding plan.

35. Once designed it may be necessary to safeguard the preferred scheme design for the junction improvement. This will need to be done through the local plan process. The funding of the scheme may require borrowing in advance of development taking place which would in due course be paid back from local development.”

In summary, the county have some possible options in mind, that would fit in with the proposed changes for M3J9. These are not currently decided upon or funded. This is progress in the decision-making process, but the timetable for the changes has not been established.

24th March 2023

Jane Rutter, Steve Cramoysan and Jackie Porter

Management Accounts for the period ending 28 February 2023 including forecast outturn (2022/23) & budget 2023/24)

Income

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date	2022/23 Forecast Outturn	2023/24 Budget
Community Infrastructure Levy	£0.00	£0.00	£13,148.53	£13,148.53	£13,148.53	£9,507.31
Neighbourhood Plan	£9,000.00	£0.00	£0.00	£0.00	£0.00	£0.00
Finance, Administration & Remuneration	£176,413.00	£161,805.17	£161,481.27	-£323.90	£176,053.15	£184,096.44
Kings Worthy Community Centre	£4,022.00	£3,686.83	£2,013.00	-£1,673.83	£4,831.10	£7,930.97
Planning & Highways	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Recreation & Amenities	£6,116.70	£5,656.88	£7,919.67	£2,262.79	£8,151.50	£7,633.65
Totals:	£195,551.70	£171,148.89	£184,562.47	£13,413.58	£202,184.28	£209,168.37

Expenditure

Department/committee	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date	2022/23 Forecast Outturn	2023/24 Budget
Community Infrastructure Levy	£0.00	£0.00	£0.00	£0.00	£0.00	£83,447.38
Neighbourhood Plan	£9,000.00	£0.00	£0.00	£0.00	£0.00	£0.00
Finance, Administration & Remuneration	£89,596.00	£83,341.12	£71,145.56	£12,195.56	£84,452.56	£107,921.03
Kings Worthy Community Centre	£8,483.00	£7,958.13	£8,734.67	-£776.54	£10,707.78	£11,120.16
Planning & Highways	£11,405.00	£5,834.16	£4,222.12	£1,612.04	£9,674.78	£11,070.00
Recreation & Amenities	£85,048.89	£72,383.91	£61,189.43	£11,194.48	£73,317.68	£94,196.54
Totals:	£203,532.89	£169,517.31	£145,291.78	£24,225.53	£178,152.80	£307,755.10

	Annual Budget	Budget Year to Date	Actual Year to Date	Variance Year to Date	2022/23 Forecast Outturn	2023/24 Budget*
Actual Year to Date Position	-£7,981.19	£1,631.58	£39,270.69	£37,639.11	£24,031.48	-£98,586.74

Memorandum Position - Excluding CIL Income and Expenditure

Memorandum Year to Date Position:	-£7,981.19	£1,631.58	£26,122.16	£24,490.58	£10,882.95	-£6,269.15
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* The budget includes all Eversley play area spend. No deposit required and actual cost included (£97,374.21)

Revised 2023/24 budget position includes additional bench expenditure of £1,686.00.

CPI inflation estimate (2022-23) = 10.02%

Balance Sheet for period ending 28 February 2023

<u>Bank Accounts</u>	
Unity Trust Bank Current Account	£10,094.42
Unity Trust Tailored Deposit Account	£78,746.39
Sub-Total:	£88,840.81
<u>Investments/Deposits</u>	
Nationwide variable (35-day notice)	£85,000.00
Hampshire Trust Bank Variable (45-day notice)	£42,313.17
Hampshire Trust Bank Variable (90-day notice)	£42,686.83
Sub-Total:	£170,000.00
<u>Other</u>	
B4B Procurement Card	£41.04
Debtors	£2,075.75
Prepayments	£0.00
Sub-Total:	£2,119.79
Total Current Assets:	£260,960.60
<u>Current Liabilities</u>	
Trade Creditors	£417.49
Received on Account (inc. Precept)	£14,571.88
PAYE Payments Due	£285.00
NI Payments Due	£452.24
Pension Payments Due	£738.18
Other Creditors (awaiting advice from HMRC before payment)	£4.89
VAT to be Paid	£29.75
VAT to be Reclaimed	-£1,652.04
VAT that has been Reclaimed but not received	£0.00
Total Current Liabilities:	£14,847.39
Current Assets Minus Liabilities:	£246,113.21
<u>Earmarked Funds in Reserve</u>	
Church Green Reserve	£786.49
Play area maintenance reserve	£44,053.22
CIL Reserve	£75,509.38
Total Current Liabilities:	£120,349.09
<u>Net Assets</u>	
Profit & Loss Accounts Brought Forward	£62,673.12
General Reserves (inc. £19,297.65 for tree works)	£23,820.31
Profit & Loss Year to Date	£39,270.69
Total Net Assets:	£125,764.12